

CIVIL AVIATION AUTHORITY
MINUTES OF THE 546th BOARD MEETING HELD ON
WEDNESDAY 21 OCTOBER 2020, 10:00, on Microsoft Teams

Present:

Sir Stephen Hillier
Richard Moriarty
Rob Bishton
Katherine Corich
Marykay Fuller
AVM Ian Gale
David King
Anne Lambert
Paul Smith
Chris Tingle
Graham Ward
Kate Staples

Chair

Apologies:

None

Secretary and General Counsel

In Attendance:

Peter Drissell
Tim Johnson
Richard Stephenson
Ben Alcott
Jane Cosgrove
Philip Clarke
Barbara Perata-Smith

Minute-taker

Ella Payne for item 5 (b)
Nic Stevenson for item 6
Briar Mulholland for item 6
Laura Milton for item 6
Alison Naylor for item 6
Sean Parker for item 7
Tim Williams for item 9
Jim Frampton for item 10
Jon Sharratt for item 10
Neil Winbolt for item 10

I. APOLOGIES AND INTRODUCTIONS

1. No apologies were received.
2. The Chair noted that Ben Alcott and Jane Cosgrove would join the entire meeting.

II. CONFLICTS OF INTEREST, PREVIOUS MINUTES AND MATTERS ARISING

3. No new conflicts of interest were declared.
4. The minutes for the 16 September 2020 meeting were approved with a minor change and would be published online in due course.
5. The matters arising from previous meetings had been reviewed and were noted.

III. CHAIR'S REPORT

6. The Chair provided an update on the meeting he and the CEO had had recently with the Secretary of State. The Secretary of State had been complimentary about the CAA's work during the Covid crisis and its ability to carry out this work in addition to its regular functions. He had urged CAA to ensure that high profile issues, such as refunds and GA, were communicated clearly given their importance to stakeholders. He had also asked CAA continuously to challenge whether the way we approached our Covid response and recovery was sufficiently strategic and joined up.
7. The Chair highlighted the key topics for today's meeting, included CAA's new values, health and safety and wellbeing, our approach to regulating GA post EASA, electronic conspicuity, CAA's own preparations for the end of the transition period, and, finally, CAA's finances, which needed to be monitored carefully.
8. The Board noted the update.

IV. CHIEF EXECUTIVE REPORT (DOC 2020-63) BY RICHARD MORIARTY

9. Richard Moriarty requested one approval from the Board and provided an update on a number of live issues.

Approval

10. NERL licence: Mr Moriarty asked the Board to approve the recommendation to delegate oversight of the final NERL licence modifications to Paul Smith and Andrew Walker, working with colleagues in the Office of the General Counsel. The Board endorsed the request.

Live issues

11. Travel corridors: Mr Moriarty said that the Prime Minister had announced a Global Testing Taskforce to be led by the Secretaries of State for Transport and Health,

aiming to report back in November. The Taskforce was looking at whether quarantine could be replaced by a test and release for passengers a specified number of days after returning to the UK, and to establish this process as a new operating normal until a vaccine was introduced. The current operating climate remained challenging for the sector. Paul Smith and his team were monitoring closely.

12. Brexit: Mr Moriarty noted that the dashboard of CAA preparedness showed good progress but that communication with industry would be a challenging in the Autumn, particularly with those entities that were focusing all resources on the Covid pandemic rather than Brexit. Most of the required changes to CAA's charging scheme mechanisms, particularly in the area of design and production approvals, had already been made.
13. Graham Ward enquired about data transfer arrangements between the EU and the UK post-Brexit. Tim Johnson replied that in the event the UK is unable to secure continued access to EASA/EU databases, we had contingency arrangements in place. CAA already held data on EASA licences issued to UK registered personnel so there would be no change in these arrangements. Kate Staples added that GDPR regulations related to personal, not organisational, data and as such it would be less of a concern. The UK Government had recently published its own data strategy, but would need to achieve equivalence with GDPR standards to enable a seamless transition.
14. Mr Moriarty reassured the Board that the organisation had focus and resource dedicated to preparing for the end of the transition period, ExCo was reviewing the plans regularly and would update the Board monthly on the state of our preparedness.
15. Dave King commented that the presentation of the dashboard should be reviewed for clarity, particularly to reduce the amount of information on one page. The Chair suggested that only the title of the green items should show, rather than the full narrative, to improve legibility.
16. Mr Moriarty explained that the green status indicated we were comfortable with the direction of travel and with the plans in place; amber showed a risk or a dependency from another party which could affect delivery.
17. Mr Moriarty confirmed that the team would reflect on the format of the document.
ACTION: Tim Johnson
18. Space regulation: Mr Moriarty noted that the government consultation on the secondary legislation for UK space flight was underway, and which included the proposal that the CAA should become the UK space regulator. CAA had

appointed a Head of Space and had scheduled a PIE in January to provide a briefing to the Board on this topic.

19. Electronic conspicuity (EC): Mr Moriarty commented that it had become apparent that there wasn't sufficient stakeholder support for mandating electronic conspicuity. We had agreed an approach with Government that would start with achieving incremental safety benefits through the recently launched EC device rebate scheme, which the CAA was running with Government financial support. There has been good early interest in the scheme. As part of the communication material accompanying the scheme, we had included information about the level of inter-operability between the different devices on the market. At present, not all devices available on the market can reliably see each other and so see and avoid remained the primary safety barrier. This was the first time we had put such comparative information into the public domain and would improve awareness within the pilot community more generally about the benefits and limitations of using such devices. The Board agreed this was a positive development and AVM Ian Gale confirmed the scheme had been well received by those he had spoken to.
20. The Board noted the report.

V. (a) SUMMARY FINANCIAL REPORT FOR THE FIVE MONTHS TO 31 AUGUST 2020 (DOC 2020-75) BY CHRIS TINGLE

21. Chris Tingle provided an overview of the financial report for the period to 31 August and an update on progress with CAA's proposal to the Government's Spending Review.
22. The financial report showed a positive variance on the Covid budget. Mr Tingle noted that the trend seen earlier in the year continued in September which would mean the government funding draw-down may be lower than expected if our volume forecasts were broadly accurate. He noted that the Covid budget was based on assumptions agreed with DfT. We would need to monitor closely traffic volumes over the next few months.
23. The Chair enquired whether the new UK/EU trade arrangements for aviation could present a risk to CAA's finances. Mr Tingle confirmed that certain organisations would likely have some additional regulatory charges to pay, particularly in situations where organisations needed approvals from both EASA and the CAA. Most of CAA's new charging mechanisms were already in place.
24. Mr Tingle noted that we were continuing to push forward a range of projects across the organisation, mindful of the ever present need to be wise with resources and